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ROUTING AND RECORD SHEET SUBJECT: (Optional) DDA SUBJECT FILE COPY Parking Spaces Rosslyn FROM: EXTENSION 2C-02 26 Aug 88 TO: (Unicer designation, room number, and DATE OFFICER'S COMMENTS (Number each comment to whom. Draw a line across column after each comment.) RECEIVED FORWARDED **ADDA** Per OGC, your approval is 3 0 SEP 1988 required before we can 2. proceed with this request. APPROVED: 4. Deputy Director for Administration 6. EO/OL 7. 45-13 11. 12. 13. 14. 15. LOGS-3-AR

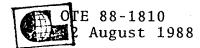
FORM 610 USE PREVIOUS

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	MEMORANDUM FOR: Director of Logistics
25 X 1	FROM: Director of Training and Education
	SUBJECT: Parking Spaces - Hyatt/Rosslyn
	1. The Office of Training and Education (OTE) is moving personnel from
25 X 1	the secretarial Iraining and Washington Operations Training Divisions at
25X1	the Complex is not adequate for the staff and approximately students and
	contractors who will be on site on a daily basis.
25X1 25X1	2. We understand that leased parking spaces are now available at the in Rosslyn because of move to the
25 X 1	New Hqs Building. It is requested that the Office of Logistics continue the lease of these parking spaces for OTE's use. OTE will ensure that the
**	spaces are used by Agency components currently located in Rosslyn until our
	move in January.
	3. OTE representatives will be contacting the Office of Logistics in the
0EV4	near future to discuss other options to meet the parking requirements created by the move of secretarial and operations training
25 X 1	and operations training
25 X 1	
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	APPROVED:
25 X 1	
	9/29/58
r	Deputy Director for Administration Date
25 X 1	
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